

GRANTSVILLE CITY FINAL PLAT CHECKLIST

Please read the following two notes carefully prior to completing the checklist

- The final plat shall be prepared and certification made as to its accuracy by a registered land surveyor who holds a license in accordance with Title 58, Chapter 22, Professional Engineers and Land Surveyors Licensing Act, has completed a survey of the property described on the plat in accordance with Section 17-23-17, has verified all measurements, and monumented any unmarked property corners, and has made reference to the filing number for the Record of Survey map filed with the Tooele County Surveyor's Office. The surveyor making the plat shall bond or provide to the city adequate security to place monuments as represented on the plat upon completion of the subdivision improvements.
- Before a plat may be submitted to the city, signatures from the Tooele County Health Department, Tooele County Surveyor, Tooele County Treasurer, and the Fire Department must be obtained and showing on the mylar.

The Final Plat Must Show:

_____ Every detail of the plat shall be legible. A poorly-drawn or illegible plat shall be cause for denial.

_____ A traverse shall not have an error of closure greater than one part in 10,000.

_____ The bearings, distances and curve data of all perimeter boundary lines shall be indicated outside the boundary line. When the plat is bounded by an irregular shore line or a body of water, the bearings and distances of a closing meander traverse should be given and a notation made that the plat includes all land to the water's edge or otherwise.

_____ If a plat is revised, a copy of the old plat shall be provided for comparison purposes.

_____ All blocks and lots within each block shall be consecutively numbered. Addresses shall be issued by the city engineer and shall be shown on the plat with the corresponding lot number.

_____ For all curves in the plat, sufficient data shall be given to enable the re-establishment of the curves on the ground. The curve data shall include the radius, central angle, cord bearing and distance, tangent, and arc length.

_____ Excepted parcels shall be marked, "Not included in this subdivision."

_____ All public lands shall be clearly identified.

_____ All public roads shall be clearly marked as "dedicated public road."

_____ All private roads shall be clearly marked as "private road."

_____ All roads shall be identified by names approved by Grantsville City.

_____ All easements shall be designated as such and dimensions given.

_____ All lands within the boundaries of the subdivision shall be accounted for, either as lots, walkways, roads, or as excepted parcels.

_____ Bearings and dimensions shall be given for all lot lines, except that bearings and lengths need not be given for interior lot lines where the bearings and lengths are the same as those of both end lot lines.

_____ Parcels not contiguous shall not be included in one plat, neither shall more than one plat be made on the same sheet. Contiguous parcels owned by different parties may be embraced in one plat, provided that all owners join in the dedication and acknowledgments.

_____ Lengths shall be shown to hundredths of a foot. Angles and bearings shall be shown to seconds of arc.

_____ Surveys shall tie into the state grid or other permanent marker established by the county surveyor.

_____ The plat shall be labeled "Final Plat."

_____ The information on the final plat shall include:

- (a) the name of the subdivision, true north arrow and basis thereof, and date;
- (b) the owner's dedication which shall contain the language:

OWNERS DEDICATION AND CONSENT TO RECORD

Know all men by these presents that the undersigned are the owners of the hereon described tract of land and hereby cause the same to be divided into lots and streets together with easements as set forth hereafter to be known as

NAME OF SUBDIVISION

The undersigned owners hereby dedicate to Grantsville City all those parts or portions of said tract of land on said plat designated hereon as streets, the same to be used as public thoroughfares forever. The undersigned owners also hereby convey to any and all public and private utility companies providing service to the hereon described tract a perpetual, non-exclusive easement over the streets and public utility easements shown on this plat, the same to be used for drainage and the installation, maintenance and operation of public utility service lines and facilities.

- (c) names of the owner or owners including beneficial owners of record under the signature lines in the owner's dedication;
- (d) square footage of each lot under one acre or the lot acreage if one acre or larger;
- (e) township, range, section and quarter section if a portion;

- (f) graphic scale;
- (g) the State plane coordinates on the subdivision boundary;
- (h) survey monuments which are marked with a description, name and date;
- (i) the total water allocation in acre/feet for each lot for its allocation of water;
- (j) the 100-foot radius wellhead protection zone on all existing wells;
- (k) signature blocks for:
 - (i) the city engineer;
 - (ii) the city public works director;
 - (iii) the city attorney;
 - (iv) the county treasurer indicating at the time of signing that the property taxes due and owing have been paid in full;
 - (v) the recordation of the plat by the Tooele County Recorder's office with a line for the recordation number, who recorded for, the date, time and fee;
 - (vi) the city fire department;
 - (vii) the county surveyor;
 - (viii) the city planning commission chair; and
 - (ix) the mayor with an attest from the city recorder.

Required Plat Materials; Sizes and Copies:

****When zoning administrator determines that the application is complete and all signatures are on the plat, the application shall be placed on the planning commission agenda. The final plat shall conform in all major respects to the approved design stage or preliminary plat. A final plat submittal shall not be accepted more than one year from date of the design stage approval.**

An application shall include:

- _____ An application form;
- _____ One (1) original 24" X 36" Mylar of the final plat;
- _____ Four (4) 24" x 36" paper copies of the plat;
- _____ Fifteen (15) 11" X 17" copies of plat for distribution to commission and council;
- _____ Fees paid of \$150.00 per site plan and \$80.00 per lot.
- _____ Cost estimate for construction of infrastructure signed and stamped by a licensed engineer and approved by the city engineer and public works director;
- _____ Draft agreement for subdivision improvements including a listing of all subdivision improvements and the estimated cost of each improvement;
- _____ An instrument of permanent protection, such as a conservation easement as described in section 21.1.22 for the open space;
- _____ A valid water conveyance of water rights pursuant to Section 21.6.12 of this Chapter to service the development and other documentation evidencing the perpetual availability of

adequate non-City water for outdoor use. The Developer shall also be required to pay for and submit to the City an opinion from an independent water rights attorney to be designated or approved by the City, indicating the legal status of the water rights to be conveyed, whether or not the proposed conveyance will meet the requirements of the City ordinances and that the transaction will be effective in conveying the required water and water rights to the City. The Developer shall also obtain and pay for a policy of title insurance for the culinary water rights in an amount to be approved by the City and provide a valid deed or certificate to the City for all required secondary water rights. The secondary water rights shall be accompanied with a current letter from the irrigation company that issued the secondary water rights, indicating that the water rights are valid and that the conveyance to the City will be or is recognized by the irrigation company. The City will allow the culinary and secondary water rights to actually be transferred to the City after the city council has approved the final plat, but the developer shall be required to provide a copy of the proposed deeds or certificates and a commitment for the title insurance prior and letter from the irrigation company prior to final approval.

_____ The application fee, along with any unpaid fees owed to Grantsville City for development of land, code enforcement or building permits.

_____ All signature blocks except for the planning commission's block shall be signed by the appropriate approving authority before the plat is taken to the business meeting.

_____ The preliminary plat and construction drawings submitted on two computer disks in a format compatible w/ **AutoCAD version 11 or later.** The boundary and ownership lines depicted on the preliminary plat to be submitted with the following layers and names: abbreviation of the subdivision name to be included in the blank space in the layer name below:

Exterior Boundary Lines	Sub-__-Bndy
Right-of-way Lines	Sub-__-Row
Lot Lines	Sub-__-LL
Centerline Roads	Sub-__-CL
Easement Lines	Sub-__-Ease
Section Lines	Sub-__-Section
Ties to Section Corners	Sub-__-Section-Tie
Street Monuments	Sub_ -St-Mon
Lot Numbers	Sub-__-Lots
Street Names	Sub-__-Streets;

** there are four (4) steps that must be taken after the final plat is approved but prior to the mylar being recorded at the County Recorder's office, which are:

- Bond for all off-site improvements.
- Turn over secondary and culinary water for entire project or for each phase as approved.
- Pay a 5% fee based on the total amount of the bond.
- Payment of any recovery rights owed for developable area, if any.

The city council shall review the plat and may review the financial guarantee for the subdivision improvements at a public meeting where it can approve or deny the plat. If approved, the plat shall be recorded within ninety days or it shall be void. The city council may authorize the Mayor and city staff to review and approve the financial guarantee, the final conveyance of water rights, and the title insurance for the culinary water after approval of the final plat, but prior to the final plat being recorded.

